November 15, 2018

Ms. Emma Best
MuckRock News
411A Highland Ave
Dept. Mr 49294
Somerville, MA 02144-2516

Re: Request for copies of SF-716 forms from 1/1/01 to 12/31/17

Assigned JMD FOIA TRACKING NUMBER: 115140

Dear Ms. Best:

This is to acknowledge that while processing your Freedom of Information Act request dated 7/2/2018 concerning the subject referenced above, the National Archives and Records Administration referred matters that are of primary interest to the Justice Management Division (JMD) for processing and direct response to you. The referral was received by JMD FOIA on 11/15/2018 and assigned the JMD tracking number identified above.

For your records, the National Archives and Records Administration identifying tracking number was NGC18-367.

The Justice Management Division assigns incoming requests to one of three tracks: simple, complex, or expedited. Each request is then handled on a first-in, first-out basis in relation to other requests in the same track. Simple requests usually receive a response in approximately one month whereas complex requests necessarily take longer. At this time, your request has been assigned to the Complex track. Please note that as a general matter, records in the Department are decentralized and our response will only cover information originating with or relating to JMD. If you are seeking information originating with or relating to other components of the Department, please make a FOIA request directly to those components.

If you have a question about the status of your FOIA request, you may contact this office by sending an email to JMDfoia@usdoj.gov or by calling 202-514-3101 during regular business hours (Monday through Friday, 9 a.m. to 5 p.m., Eastern Time, excluding federal holidays.)

Please refer to the JMD FOIA TRACKING NUMBER whenever you contact the Department regarding this request.

Sincerely,

Karen E. McFadden
FOIA Contact, Justice Management Division